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Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING



NC SIS Weekly Email Bulletin

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2017 e-Transcript Processing

The processing of student transcripts is expected to peak this weekend, and to ensure that all transcripts get processed quickly, NCDPI, in partnership with CFNC, wants to continue to share this important point with school districts.

IMPORTANT: As a reminder, it is imperative that all LEAs and charters who have not posted their final marks, remove the Diploma Issue Date in PowerSchool to avoid transmitting incomplete transcripts to higher education institutions.

NCDPI has been informed by CFNC that Sunday, June 18 and Monday, June 19 are scheduled as the two largest release days of final e-transcripts, processing 17,813 Sunday and 84,608 on Monday. The largest volume for these two



days alone will create a backlog that will require a few days to process. However, CFNC will monitor the system closely to be sure all transcripts process successfully.

If you have any questions concerning this request, please contact the Home Base Support Center at (919) 807-4357 or submit a ticket to the [Remedy Portal](#).

PowerSchool **2016-17 End of Year Begins Friday, June 30 at 5 PM**

We're only two weeks away from the 2016 – 2017 Home Base End of Year Process. Are you ready?

NCDPI encourages all LEAs and charters to begin validating their data now. This is a critical step that is needed to ensure the EOY process runs smoothly. EOY validations can be run from the LEA level within PowerSchool (System > End of Year Process). When running, make sure one of the two validation options is checked:

- Perform EOY Validation
- Perform EOY Validation and Make Any Students with Issues the Current Selection

Below are new and updated documents available to help with the EOY process. Please take the time to review these documents prior to running EOY.

[2017 End of Year User Guide](#)

[2017 EOY Webinar](#)

[End of Year Process for LEAs and Charters \(QRD\)](#)

[EOY - DPI Point of Contacts](#)

[EOY Contacts Page \(Instructions\)](#)

[EOY Post Validation Checklist](#)

[Common End of Year Validation Errors](#)

Remember to visit the NC SIS website's [EOY Page](#) for end of year updates



NCDPI's Technology Support Center's Knowledge Base

LEA/Charter School coordinators, data managers and staff that use or support the Home Base suite of tools can access the Technology Support Center's Knowledge Base. Inside is an extensive library of resources available to users 24/7.

Our knowledge base includes:

- Knowledge Base Articles, 'How To' Guides

- FAQ's, Quick Reference Documents
- Tips, Hints and More!
- Links to other support resources - e.g., NC-SIS webpage and PowerSource

Users can request access at: <http://servicedesk.ncdpi.wikispaces.net/home>

Knowledge Base Quick Reference Doc at: <http://bit.ly/HomeBaseKB>

Check back often - New resources added regularly!

2017 NC SIS Summer Training Calendar

The Home Base Professional Learning Team is pleased to announce additional PowerSchool summer trainings for the 2017-18 school year. The audience for each session is based on user roles.



The PowerSchool sessions listed below are also posted on the NC SIS website's [Training Calendar](#). Please review these pages frequently for PowerSchool training schedule changes or additional trainings for September 2017 - June 2018.

Hands-on training sessions will be held at the NC Department of Public Instruction, 301 N. Wilmington Street, Room 564, Raleigh, NC, unless stated otherwise. Click [HERE](#) for directions to NCDPI and parking information. All attendees must be an employee of the NC Public School System to participate. Management companies are not permitted to attend.

Registration links are provided below. Please try to register early for workshops due to space limitations.

Note: All registration information is subject to the North Carolina Public Records Law.

Upcoming Webinars

End of Year (EOY) Webinar

The End of Year process webinar will cover procedures, guidelines and instructions on how to prepare and execute EOY.

Date, Time and Registration Link:

Wednesday, June 28, 2017

2:00 - 3:30 PM

Registration:

<https://attendee.gotowebinar.com/register/4306316837908972035>

PowerSchool - Beginning of Year/First Ten Days

This webinar will focus on (but not limited to), the Daily Headcount Adjustment – First 10 days of School including verifying enrollments, the No-Show process, running attendance rosters in PTG, PT Pro and PowerSchool system report “Class Roster PDF”.

Dates, Times and Registration Link:

Tuesday, August 15

1:00 a.m. - 3:00 p.m.

Registration: <https://attendee.gotowebinar.com/register/9028726976269717762>

Friday, August 18

9:00 a.m. - 11:00 a.m.

Registration: <https://attendee.gotowebinar.com/register/1259847194753453058>

PowerSchool - Managing Daily Attendance

Learn how to view, record and modify Daily Attendance data for students at your school. Focus on finding teachers who haven't taken attendance, running absentee reports and reviewing how to update attendance in a variety of ways. Will include searching for students with chronic attendance problems.

Date, Time and Registration Link:

Wednesday, August 23

9:00 a.m. - 10:30 a.m.

Registration : <https://attendee.gotowebinar.com/register/3756705060526640643>

PowerSchool - Managing Meeting Attendance

Learn how to view, record and modify Meeting Attendance data for students at your school. Focus on finding teachers who haven't taken attendance, running absentee reports and reviewing how to update attendance in a variety of ways. Will include searching for students with chronic attendance problems.

Date, Time and Registration Link:

Thursday, August 24

9:00 a.m. - 10:30 a.m

Registration:

<https://attendee.gotowebinar.com/register/1058649761011051011>

PowerSchool/NC Reports Overview

Learn about PowerSchool/NC reports you will use throughout the year. Practice setting up and creating various system reports using some basic PowerSchool codes and HTML codes. Featured reports include but are not limited to System Reports, State Reporting Dashboard reports, and NCDPI reports.

Dates, Times and Registration Link:

Tuesday, August 22

9:00 a.m. - 11:00 a.m.

Registration: <https://attendee.gotowebinar.com/register/2448628171588848386>

Understanding Standards Based Grading

This webinar is designed to help with understanding standards grading from theory to practice. It begins with comprehending the standards from curriculum, then moves on to how they are used in PowerSchool v10.x / PowerTeacherPro.

Recommended Audience: Curriculum leaders at school/district and PowerSchool coordinators.

Date, Time and Registration Link:

Friday, June 23, 2017

10:30 a.m. - 12:00 p.m.

Registration: <http://bit.ly/StandardsBasedGradingWebinarRegistration>

Walk-in Schedule/Audit Reports

This webinar will focus on scheduling new students or making manual student schedule changes after the start of the current term. It features some of the more useful North Carolina Audit reports.

Date, time and Registration Link:

Tuesday, August 15

10:00 a.m. - 12:00 p.m.

Registration: <https://attendee.gotowebinar.com/register/8937674219350590465>

Upcoming Training Workshops for PowerSchool

New User Training (2 day workshop)

This two day workshop is suited for new PowerSchool users (new to PowerSchool) working with day-to-day school business at the data manager/school administrator level. This workshop is available to new elementary, middle, and high school users. It is NOT teacher training. Attendees must be an employee of the school and not a management company.

This session will include, but is not limited to:

1. Logging in to PowerSchool
2. Navigating the system
3. Enrolling students
4. Withdrawing students
5. Attendance
6. Adding Teachers/Staff
7. Adding or changing course sections
8. Scheduling students and teachers to classes
9. PMR Overview
10. SAR Overview

Date: July 6-7 and August 9-10

Registration: <http://bit.ly/PSNewUserRegister2017>

New Coordinators Training

This two day workshop is for new PowerSchool coordinators who have not attended the 5 day IPT Certification training or the 8 day District Certification training. It is designed to give new coordinators some training on certain topics provided in these PowerSchool trainings. This is NOT an extension of the 5 day IPT or 8 day District certification sessions.

Sessions will include, but are not limited to:

1. Basic Navigation
2. Security
3. School Setup
4. State Reporting Overview
5. Reports
6. Data Extraction
7. Record Maintenance
8. Resources

Date: July 17-18

Registration: <http://bit.ly/PSNewCoordRegister2017>

**Please note all registration information is subject to North Carolina Public Records Law.

Remember to visit the [NC SIS website](#) for additional information including webinars and training documentation.

NC SIS
NC Department of Public Instruction
Education Building, 7th Floor North
301 North Wilmington Street
Raleigh, NC 27601

919-807-3190 Office
919-807-3421 Fax
Email: ncsis@dpi.nc.gov